



MAKATI CENTRAL ESTATE ASSOCIATION, INC.

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ADVISORY 2020-0826

TO : ALL MEMBERS/BUILDING ADMINISTRATORS

SUBJECT : WORKPLACE PREVENTION AND CONTROL OF COVID-19

Greetings!

This is to inform everyone that effective today, August 26, 2020, we will be implementing additional measures for the prevention and control of COVID-19 in the workplace pursuant to *DTI AND DOLE SUPPLEMENTAL GUIDELINES ON WORKPLACE PREVENTION AND CONTROL OF COVID-19, Joint Memorandum Circular No. 20-04, Series of 2020*. We would like to reiterate these guidelines and its highlights as follows:

I. MINIMUM PUBLIC HEALTH STANDARDS, Section II.B.1:

A. Masks

1. Medical grade masks are highly encouraged and should be properly disposed of after use.
2. Masks with vents should not be used.
3. Cloth masks, with additional filter such as tissue paper or similar material, may be used as long as they are clean and washed daily. The filter should be changed daily or after every sneezing or coughing episode, and should be properly disposed of after use. Hands should be washed/disinfected before replacing the filters.
4. Frequent mask handling and manipulation should be avoided.

B. Face shields

1. Face shields shall cover the entire face (completely cover the sides and length of the face). If possible, face shields should extend to the ears and below the chin.
2. Visor-type face shields shall not be allowed.
3. Face shields and masks should always be worn together when interacting with colleagues, clients and/or visitors.
4. Face shields may be removed according to the demands of the work or when the occupational safety and health of the employees so requires.

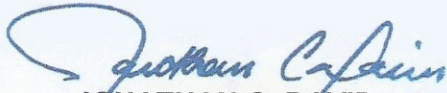
II. DISINFECTION AND CLOSURE OF BUILDINGS / WORKPLACES, Section VI:

- A.** If one confirmed case of COVID-19 is detected in the workplace, the facility shall be disinfected with an appropriate disinfectant solution (0.5% bleach solution). The conduct of a comprehensive disinfection by specialists is recommended.

The building must be locked down for 24 hours prior to disinfection to lessen transmission to sanitation personnel. During the disinfection process, all doors and windows should be opened to maximize ventilation. The building may only be opened 24 hours after the disinfection process.

- B. Employers are encouraged to develop their own company policies on the temporary closure of the workplace, disinfection, and more extensive contact tracing, in the event of case clustering to ensure continuity of operations.
- C. Employers shall ensure that the temporary closure of their establishments for disinfection purposes be done in accordance with the National Task Force Against COVID-19 Memorandum Circular No. 2 dated 15 June 2020 on the Operational Guidelines on the Application of Zoning Containment Strategy in the Localization of the National Action Plan against COVID-19 Response.
- D. Individual businesses and offices, regardless of the community quarantine status in their respective areas, must abide by the directives/advice of their LGU/CESU/RESU on building closure due to case clustering.

Please stay safe.


JONATHAN C. DAVID
General Manager